



## JOB POSTING

19 MARCH 2024

OFFICE OF THE CITY ENGINEER				
SALARY GRADE	SALARY GRADE	SALARY GRADE	ITEM NUMBER	QUALIFICATIONS
<b>Engineer II</b> (Civil Engineer)	16	Php 31,738.00	310	<ul style="list-style-type: none"> <li>Bachelor's degree in Civil Engineering</li> <li>RA 1080 (Civil Engineer) eligibility</li> <li>With at least 1 year of relevant work experience</li> <li>With at least 4 hours of relevant training</li> <li>With intermediate competency level in oral and written communication, creative and analytical thinking, planning, initiative skills</li> <li>Proficient in Auto-Cad, basic revit architecture and other engineering systems and designs</li> <li>Filipino citizen of good moral character</li> <li>Positive work attitude</li> <li>Resident of the City of Batac, Ilocos Norte</li> </ul>
<b>Engineer I</b> (Civil Engineer)	12	Php 23,332.00	311	<ul style="list-style-type: none"> <li>Bachelor's degree in Civil Engineering</li> <li>With experience in engineering design and plans and project management is an advantage</li> <li>RA 1080 (Civil Engineer) eligibility</li> <li>With at least 1 year of relevant work experience</li> <li>With at least 4 hours of relevant training</li> <li>With intermediate competency level in oral and written communication, creative and analytical thinking, planning, initiative skills</li> <li>Proficient in Auto-Cad, basic revit architecture and other engineering systems and designs</li> <li>Filipino citizen of good moral character</li> <li>Positive work attitude</li> <li>Resident of the City of Batac, Ilocos Norte</li> </ul>





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<b>Architect I</b>	12	Php 23,332.00	313	<ul style="list-style-type: none"> <li>▪ Bachelor's degree in Architecture</li> <li>▪ With at least 1 year of relevant experience in architecture</li> <li>▪ With at least 4 hours of relevant training</li> <li>▪ RA 1080 (Architect) eligibility</li> <li>▪ Excellent design and drafting skills and proficiency with computer-aided design (CAD)</li> <li>▪ With intermediate competency level in both oral and written communication, creativeness and inventiveness and analytical thinking, planning and initiative skills</li> <li>▪ Filipino citizen of good moral character</li> <li>▪ Positive work attitude</li> <li>▪ Resident of the City of Batac, Ilocos Norte</li> </ul>
<b>Administrative Assistant V (Mechanical Shop Foreman)</b>	11	Php 21,600.00	318	<ul style="list-style-type: none"> <li>▪ High School Graduate or Completion of relevant vocational/ trade course</li> <li>▪ With 2 years of relevant experience</li> <li>▪ With 8 hours of relevant training</li> <li>▪ Mechanic (Automotive Servicing) (MC 11 s.1996 - Cat II as amended)</li> <li>▪ Filipino citizen of good moral character</li> <li>▪ Positive work attitude</li> <li>▪ Resident of the City of Batac, Ilocos Norte</li> </ul>
<b>Automotive Equipment Inspector I</b>	8	Php 15,795.00	319	<ul style="list-style-type: none"> <li>▪ High School Graduate or Completion of relevant vocational/ trade course</li> <li>▪ With 1 year of relevant experience</li> <li>▪ With 4 hours of relevant training</li> <li>▪ Mechanic (Automotive Servicing) (MC 11 s.1996 - Cat II as amended)</li> <li>▪ Filipino citizen of good moral character</li> <li>▪ Positive work attitude</li> <li>▪ Resident of the City of Batac, Ilocos Norte</li> </ul>





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SALARY GRADE	SALARY GRADE	SALARY GRADE	ITEM NUMBER	QUALIFICATIONS
Administrative Assistant IV (Mechanic)	4	Php 12,469.00	334	<ul style="list-style-type: none"> <li>▪ High School Graduate or Completion of relevant vocation / trade course</li> <li>▪ With relevant experience is an advantage</li> <li>▪ Relevant TESDA Trade Certificate is an advantage</li> <li>▪ Mechanic (Automotive Servicing) (MC 11 s.1996 - Cat II as amended)</li> <li>▪ Filipino citizen of good moral character</li> <li>▪ Positive work attitude</li> <li>▪ Resident of the City of Batac, Ilocos Norte</li> </ul>

The City Government of Batac upholds Equal Employment Opportunity Principle, thus, qualified PWD candidates, members of the indigenous communities and from any sexual orientation and gender identifies group are encouraged to apply.

Qualified and interested applicants must apply at the Human Resource Management Office, Second Floor, City Hall of Batac on or before **APRIL 5, 2024** or send **complete application requirements** via email at [hrmobatac@gmail.com](mailto:hrmobatac@gmail.com).

**Application requirements (THREE COPIES):**

1. Application Letter addressed to Honorable Albert D. Chua, City Mayor;
2. Resume/ Fully accomplished and notarized Personal Data Sheet (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph) ;
3. Authenticated Transcript of Records (TOR)
4. Authenticated Certificate of Eligibility/Certificate of Board Rating
5. Certificate of Work Experience / Certificate of Employment
6. Very Satisfactory rating in the latest performance evaluation, *if applicable*.

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

Prepared by:

**MARLON F. SORIA**  
City Human Resource Management Officer

Noted by:

**ENGR. ALBERT D. CHUA**  
City Mayor